



Frederick County Board of Elections

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MINUTES of the October 9, 2019 Meeting of the Frederick County Board of Elections

PRESENT

Mary Lou Green, President

Shirley McDonald, Vice President

Lawrence C. Hill, Secretary

Mary Costello, Board Member

William L. Woodcock, Board Member

Daniel B. Loftus, Board Attorney

Stuart Harvey, Election Director

Noreen L. Schultz, Election Deputy Director

Christine Winer, Election Supervisor

Marc R. Welch, Election Administrative Assistant

MC Keegan-Ayer, County Council President

Mrs. Green called the meeting to order at 12:34 PM.

GUESTS

Deborah Carter, Democratic Central Committee Chair.

Craig Giangrande, Republican Central Committee Chair.

Jim Filson, Frederick County League of Women Voters.

ADDITIONS/CHANGES:

Mr. Harvey has added a discussion of personnel reclassification, polling place changes, and candidate filings.

COUNCIL:

Mrs. Keegan-Ayer discussed the ongoing Charter Review process. The Board discussed the process. Mr. Harvey explained one possible Charter Amendment involving special elections to fill vacancies for the Board of Education. He will appear at the Charter Review Commission meeting on November 18, 2019.

MINUTES:

Minutes for the September 11, 2019 meeting. Mr. Woodcock made a motion to approve the minutes. Mrs. McDonald seconded the motion, and it passed unanimously.

OLD BUSINESS:

A) FY20 BUDGET

Mr. Harvey provided an update on the current budget status. Expenditures for the 2020 election cycle will begin soon.

B) 2020 ELECTION CALENDAR

Mr. Harvey provided an overview of the 2020 Election Calendar. There were in-depth discussions of particulars elsewhere in the meeting.

C) BIENNIAL MEETING – OCTOBER 17

Mr. Harvey provided guidance on travel considerations regarding traffic concerns to and from Annapolis for the meeting. Mr. Harvey will provide directions. The Board discussed travel considerations.

D) LOSS OF MAILING ADDRESS – FREDERICK COMMUNITY ACTION AGENCY

Ms. Winer provided the Board an update on the situation. Staff has sent letters to effected voters; most have been returned undeliverable. We can't inactivate these voters until more mail returns from those impacted. Mr. Harvey requested Mrs. Keegan-Ayer advise FCAA to ensure they return all election mail so the inactivation processes can proceed.

E) VACANT POSITIONS

Mr. Harvey updated the Board on the currently open FTE positions. Interviews will take place on Thursday, October 10 and Friday, October 11 for the Election Data Application Specialist II position. He advised the Board that in order to fill the IT role for the Primary, we will hire a contractual employee to fill the position for approximately 6 months. The Election Supervisor (Election Judge Coordinator) position will be re-posted soon. County Temporary employee positions will be posted after the FTE positions are filled. He has posted the jobs at the area colleges, as well as to County IIT staff. The Board discussed the personnel process at DBM and SBE.

F) RECLASSIFICATIONS

The reclassification process has resumed for State staff. Mr. Harvey will work on reclassification documents requested by HR staff at SBE. The State Administrator is expected to bring the matter to the State Board meeting in December for review and approval.

NEW BUSINESS:

A) ELECTION JUDGES

Mr. Harvey explained the tentative election judge training schedule, and the status of the election judge manual. He has begun the procurement process to get the manual printed. Ms. Winer will write the local content. Mr. Welch will edit. The State Board approves the final content.

B) THURMONT ELECTION

Mr. Harvey discussed the October 29 municipal election. Mr. Welch will train the judges on October 22, and go to their polling place to open the polls on Election Day. Mr. Harvey and Shafiq Satterfield of the State Board will help close the polling place and tabulate the votes Election Night.

C) POLLING PLACE CHANGE 24-002/004/005/006

Mr. Harvey discussed a polling place adjustment for the 2020 Election. Grace Community Church will not be available due to ongoing construction at the church. This will require relocating 24-002/004/005/006 to People's Baptist Church. He provided an overview of the process. Mr. Harvey and Mr. Welch will perform the accessibility survey, and signal testing the week of October 14. The Board discussed the polling place change process, with final approval to be at the November Board meeting.

D) FY21 BUDGET

Mr. Harvey provided an overview of the FY21 County Budget schedule. The initial budget request is due on October 25.

E) CANDIDATE FILINGS – DELEGATES TO THE NATIONAL CONVENTION

Mr. Harvey informed the Board that SBE has requested we serve as a state-wide location for candidate filing for delegates to Democratic National Convention. Tentative dates for this activity are January 7, 2020 thru January 24, 2020. The Board discussed the process.

F) OTHER

The board discussed contracts for privately-owned polling places and early voting sites. The Board discussed the status of relocating EV-01. This won't be able to happen for 2020 since the deadline to request new sites or changes has passed.

NEXT MEETING

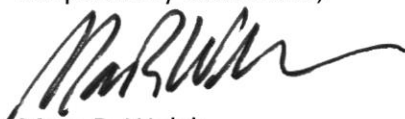
The Board scheduled its next meeting for Wednesday, November 6, 2019 at 12:30 PM in Room 119 at the Board offices at 340A Montevue Lane, Frederick, Maryland.

ADJOURNMENT:

Mrs. Costello made a motion to adjourn the meeting. Mr. Hill seconded the motion, and it passed unanimously.

The meeting adjourned at 1:22 PM.

Respectfully submitted,



Marc R. Welch

Election Administrative Assistant

Approved by:

Mary Lou Green

Mary Lou Green, Board President

3/12/21

Date